

BIGLERVILLE BOROUGH COUNCIL
33 MUSSELMAN AVENUE
BIGLERVILLE, PA 17307
(717) 677-9488 AND FAX NUMBER (717) 677-4027

ZONING PERMIT INFORMATION
(LAND USE)

- * Zoning Permits are valid for 1 year from the date they are issued. Work should begin within six (6) months and be completed within twelve (12) months after the date of the permit.
- * Zoning permit fees need to be submitted with the permit application.
- * All Zoning permits will be reviewed and approved by the Code Enforcement Permit Officer, normally this takes 7 days.
- * Any rejection will be noted, attached with reasons and requirements.
- * Any project requiring water or sewer connections, change or hook-up will need approval from the Borough Council.
- * A plot plan is required for all zoning/code permits. Plot plans can be obtained in the Mapping Section, Room 206, Second Floor of the new building in Adams County Courthouse.
- * A Site Sketch Plan of the Proposed Improvements is required. See the attached checklist for required information.
- * Adams County Building Permits can be obtained in Room 202, Second Floor of the new building in the Adams County Courthouse.

If you hire persons to perform work after issuance of the building permit, you shall furnish proof of Worker's Compensation insurance. Failure to do so will result in a stop-work order.

If you subcontract any part of your contract you must obtain proof of Worker's Compensation insurance from the subcontractor.

If you are not employing or hiring any other persons for the project for which you are seeking the building permit you must fill in and sign the Worker's Compensation Affidavit of Exception form on page 4 of this packet.

For sidewalk and curb construction:

If your sidewalk is along a state road you must obtain a State Permit contact PA Dept of Transportation.

If your sidewalk is along a borough road you must obtain a Borough Building Permit, contact the Borough Office, Monday through Friday from 8:00 a.m. until 4:00 p.m.

BIGLERVILLE BOROUGH

**APPLICATION FOR ZONING PERMIT
(LAND USE)**

Application is hereby made for a permit to erect building or make alterations described. Applicant agrees that such work will be done in accordance with plans and specifications submitted, and that it will comply with all provisions of the Borough Building Permit Ordinance, Zoning Ordinance, and with all other applicable ordinances of Borough, Federal, State, and County regulations.

1. Owner's Name: _____
Address: _____
Phone No.: _____

2. Contractor's Name: _____
Address: _____
Phone No.: _____
Construction Site Location: _____

3. Type of work: New Building Addition Sidewalk Other _____

4. Description of Work: _____

5. Size of Lot: Acres _____ Square Feet _____

6. Zoning District _____
_____ Setback requirements as per the Zoning Ordinance have been met.

_____ Front Yard _____ Side Yard _____ Rear Yard

Have requirements of the Zoning Ordinance been met? Yes No

Dwelling must contain 500 square feet of floor space on first floor.

8. Will building require Sewer Disposal _____ If so, Permit No.: _____
7. _____

Will building require Water Connection _____ If so, Permit No.: _____

_____ Any project requiring water or sewer connections, change, or hook-up will need completed developer agreements and approval under applicable Borough Ordinances.

Have the requirements of the Borough's Sewer and Water related Ordinances been met
Yes No

PA One Call contacted? Yes No

9. Estimated Cost of Construction \$ _____ Fee _____ \$40

FEE SCHEDULE:

\$40.00 DUE AT THE TIME OF SUBMITTAL OF THE PERMIT AND THE CHECK MUST BE MADE OUT TO BIGLERVILLE BOROUGH COUNCIL.

10. Yes No Is building or use located in a floodplain area?

If answer is yes all provisions of borough's Floodplain Ordinance must be complied with.

11. Have requirements of the Borough Subdivision and Land Development Ordinance been met?

Yes No

12. Have requirements of the Borough Stormwater Management Ordinance been met?

Yes No

13. Have all applicable Local and State or Federal permits been obtained?

Yes No

ADDITIONAL REQUIREMENTS FOR FINAL PLAN APPROVAL

_____ A plot plan obtained from the Mapping Section, Room 206, Adams County Courthouse.

_____ Floor plans for the main floor.

_____ Minimum scale of 1/8" = 1'0"

I verify that the foregoing statements are true to the best of my information and belief. I understand that false statements are subject to the penalties of 18 PA C.S.A. Section 4904 relating to unsworn falsification to Authorities.

Signature of Applicant

Date

Approval Signature

Date

BIGLERVILLE BOROUGH, ADAMS COUNTY
ZONING PERMIT SITE PLAN REVIEW CHECKLIST
(LAND USE)

(To be completed by Approving/Agency/Reviewing Agent)

Applicant: _____

Builder: _____

Project: *(Describe)*: _____

Development: _____

Checklist (Indicate Satisfactory -or- Unsatisfactory)

- _____ All Building Construction Shown
- _____ Sanitary Sewer Main
- _____ Sanitary Sewer Lateral/Building Sewer
- _____ Water Main
- _____ Water Lateral/Service Connection
- _____ Building Setbacks
- _____ Electric/Gas/Telephone/TV Cable
- _____ Driveway/Parking Lots
- _____ Site Drainage

Comments/Additional Information Required: _____

Reviewed by: *(Name/Title)*: _____

Date

Worker's Compensation Affidavit of Exception

I, _____, do solemnly swear that I will not employ/hire any other persons for the project for which I am seeking a building permit.

After receipt of the building permit if I employ any other persons I must notify the borough office and provide proof of insurance of worker's compensation within three working days.

I understand that failure to comply will result in a stop-work order and that such order may not be lifted until proper coverage is obtained, as provided by Section 302(f) (4) of the act of June 2, 1915, known as the Pennsylvania Workmen's Compensation Act, reenacted and amended June 21, 1939 and amended December 5, 1974 and amended July 2, 1993.

I understand that false statements made herein are subject to the penalties of 18 PA C.S.A. relating to unsworn falsification to authorities.

Applicant(s) and Date submitted

Notary Seal and signature under this line